

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

08/11/81

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

LEAVE BLANK	
JOB NO	NCL-AU-81-67
DATE RECEIVED	August 18, 1981
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
AUG 27 1981	<i>[Signature]</i> Archivist of the United States
Date	

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Army

2. MAJOR SUBDIVISION
The Adjutant General's Office

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Gerre Turney

5. TEL EXT
325-6045

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention

C. DATE <u>12 Aug 81</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E. TITLE <u>Chief, Records Management Division</u>
	<u>GUY B. OLDAKER</u>	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Evidence ledger and evidence custody files.</u> (FN 509-11) Evidence ledger and evidence custody files. Documents created by the US Army Criminal Investigation Command and Military Police worldwide. They consist of documents showing the description, receipt and disposition of physical property held as evidence for use in military or civil court proceedings or for further use by criminal investigators or crime laboratories. Included are a. Evidence vouchers; b. Statements of destruction; c. Ledgers; and d. Related documents. (NOTE: USACIDC and MP field units will forward a copy of each related evidence custody document with all final reports to Crime Records Center where they will be kept under file number 509-10.)</p> <p>Disposition: <u>a</u> Evidence ledger: Destroy 3 years after all listed items of evidence have been disposed of. <u>b</u> Evidence custody documents: Destroy original documents 3 years after final disposition of the evidence.</p>		

#193

Closed Out: 9-2-81: K.F.D.
Copy to Agency & NNM

Request for Records Disposition Authority—Continuation

JOB NO.

PAGE OF
2 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>RATIONALE: Original Evidence Property Custody Documents are needed for a period of 3 years after disposition of the item(s) listed thereon. There is no legal standing to claim(s) (i.e. return of personal property) after 3 years unless a tracer is submitted by the individual prior to the 3 year expiration date. In addition, there is no change in the disposition for evidence ledger files.</p>		